MEETING NOTES
Alaska TraCS Steering Committee Meeting
November 20, 2008
DMV's Conference Room, 1300 W Benson Blvd, Anchorage
10:00 a.m. – 12:30 p.m.

Attendees:

- Ulf Petersen, CVE
- Cindy Cashen, AHSO, DOT&PF
- Joanna Bradford, AHSO, DOT&PF
- Carl Gonder, DOT&PF
- Kerry Hennings, DMV
- David Monroe, CTG
- Bob Griffiths, NLECTC - NW
- Stan Herrera, CTG

- Greg Wood, Wasilla PD
- Maxine Andrews, APD
- Diane Schenker, Courts
- Kat Peterson, AST

On the phone:

- Katie Johnson, AK Railroad Police
- Greg Browning, JPD
- John Rockwell, APD
- Lance Ahern, DPS

The meeting was called to order at 10:00am

I.   Internal Committee Business

A. Approval of Sep 24th meeting minutes
No objections, meeting notes stand.

B. Election of the 2009 Chair
There were two candidates (listed in order of nomination):
1. *Lance Ahern*
Four voted Yes = Kat, Kerry, Cindy, Greg W.
2. *Greg Browning*
Four voted Yes after which the Chair broke the tie for a total of 5 Yes votes = Carl, Diane, Katie, Greg B., Ulf.
Carl made a motion to take a second vote, but the motion was not seconded and died.
Conclusion: Greg Browning will be the new Chair for 2009

C. Update on Action Items From Sep 24 Meeting
a. Copy of charter and other info to Greg Wood – (Ulf)
Done
b. Clean up org chart and send out to membership – (Ulf)
Done

    c. TraCS 10 presentation (Kat)

    Done

  D. Other updates

    a. Collaborative Statewide Governance (CSG):

    The committee expects to meet on a quarterly basis. Their draft charter is available for review to those who are interested (Ulf)

    b. Web Site: Subcommittee to define procedures and rules

    No news to report (Carl)

    c. AACOP / AST TraCS grant

- Majority of funds are in a sort of holding account. The majority of the work, data collection, repository, etc. will be done by the troopers, so they should get more funding, but this remains to be seen. This plan will take place step by step. It seems the funding will not be split evenly, because of the division of the work load (Cindy)
- AACOP will hire a program manager firm, the central infrastructure should be in DPS, but the local agencies will need assistance provided by AACOP (Greg B.)
- AACOP is developing a strategic plan (Greg B.)

II. New Brief Business

  A. Citation version control

- No agency can use a version unless the courts and public safety have approved the form (Ulf, Diane)

III. Future of TraCS in Alaska (Part 4)

  A. TraCS 10 (Kat)

- TraCS 10 is a totally new rewrite, and will become available to states on May 1, 2009 (Ulf)
- We are currently running TraCS v 7.3
- TraCS 10 is in the Alpha version: New features are being added, and internal testing is being completed.
- Beta testing will happen in Feb 2009.
- The form storage is done to encrypted XML files, which allows for easier cross form reporting
- Active directory login appears to be working, and will be a function in the beta release
- TraCS deployment timeline:
  - Dec 1, 08 start pilot test of citation version 3

- o Feb 15, 09 national Beta test TraCS 10 begins
- o March 1, 09 complete 90-day pilot test of citation version 3
- o May 1, 09 Beta test of TraCS 10 successful
- o May 15, 09 begin build of forms and database in TraCS v. 10 for deployment by AACOP

***This committee accepted by consensus a request from Wasilla PD to be part of the test of the new version 3 citation.

Recommendations of this committee as far as TraCS version 10:
- ***Cindy moved that we begin to adopt the TraCS version 10 when it is available
- ***Kat seconded
- ***Diane proposed amending the motion to say that if it is not done by June 30th 2009, we will reconsider, but once it's in the production mode, then DPS will fix when needed, and TraCS 10 will be the standard
- When we convert the crash and citation form and all issues have been fixed, then everyone will have to go to 10. Everyone needs to be on the same version. (Kat)
- ***The amended motion: Alaska should migrate to TraCS 10 when feasible, and if it is not available by June of 09 we will reconsider, but once it's in production mode then DPS will fix problems when they arise, and TraCS 10 will be the standard.
- ***All were in favor. No one abstained. The amended motion was adopted.

B. Form backward compatibility issue

The committee reviewed 4 options presented by Commercial Vehicle Enforcement (CVE) to address the issue that once CVE goes to version 3 of the citation, they can't go back and look at version 1 and 2 citations in the server.
- CVE has been using the version 2 citation for three years. The back end has not been constructed yet.
- An Option 5 was proposed: depending on what data you need, you can just make a new database for the new citation, then upgrade the new database to SQL 2005 and use SQL reporting services to access the data. It will make it more available to people (David)
- Very little investment to set this up (David)
- Kat and John R. supported this option. You can possibly create different reports from this too.
- Ulf will take these options back to his office and see what they say (Ulf)

IV.   Annual TraCS user group meeting
   a. Timeline: should local PDs be invited to participate prior to deployment?
       Perhaps a meeting next summer. We should think about funding for planning this
       meeting. Who starts this up and gets it running? (Ulf)
   b. Funding Requirements?
       ▪ Some of the PD's don't have travel funds. We have to direct them to AHSO or
          federal grants. If we are going to invite them, we should provide travel or they
          won't come (Ulf, Greg B.)
       ▪ The new CDL modernization grant just came out, and this would qualify. We can
          put it in the grant and get the funding. Kerry will take responsibility for this
          action item in the DMV grant application (Kerry)
       ▪ Kerry and AACOP will work together on this and provide a status at the next
          meeting.

V.   Responsibility for updating the TraCS Citation
       1/30/08: "DPS is working on getting the law changed."
       ▪ Previous minutes state that this item will go before the legislature in the spring of
          09. (Ulf)
       ▪ AST is working on revisions now before it goes out to the legislature (Kat)

VI.   SDK to local PDs? Did we make the right call back in January?
       Discussion of Iowa's experience.
       ▪ Since we voted on this on 1/30/08, some people have thought some more about the
          possible ramifications of giving the SDK to locals and are questioning the decision.
          (Ulf)
       ▪ What Iowa discovered: If you give out the SDK to everybody, you may have
          unauthorized forms being done. Local PDs will be building their own forms, but then
          when the data get transferred to the TraCS server, it bogs things up. We should
          maintain a single authority for these forms. Local agencies should go to this central
          agency, so there is no fiddling with statewide forms. Furthermore, if an agency goes
          out and tweaks their own forms and mess up their own forms, then someone from
          the statewide TraCS support group will have to figure out how to go out to that
          agency and fix the problems. (Carl)
       ▪ Consistency among forms is another issue if we accept multiple developers.
       ▪ ***__Motion:__ Carl moved that we rescind the policy, and retain control of the SDK.
       ▪ ***Greg W. seconded the motion.
       ▪ John argued we should not rescind the motion. There should be regional support for
          the software. If a local agency is using TraCS, and they want a new field, they want

to do this in house, not wait for it to pass the TraCS committee. They would want to write the module themselves and not get caught up in the bureaucracy.

- ***Carl **amended the Motion** to rescind the previous decision to give the SDK to local PDs, and if it becomes necessary after the user group meeting, we can revisit this new policy, and come up with a set of standards. We should implement the new policy first and then see if there is a need for SDKs out in the field.
- In the other states, the SDK is protected and not given out (Kat, David)
- *****The Question was called**: Should the committee rescind the policy that we give the SDK to the local PDs in favor of a new policy that says we will readdress this issue after the first user group meting?
- Four voted No = Diane, Lance, John, Greg B.
- Five voted Yes = Cindy, Carl, Kerry, Greg W., Kat.
- The Ayes had it, and the motion was adopted.

Action Items
- Kerry and AACOP will work together on the funding of the annual user group meeting and provide a status at our next meeting.
- Ulf will forward all Steering Committee files to the new Committee Chair.
- Ulf will take server options back to his office and see what they say.

The meeting adjourned at 12:30pm